



STATE OF INDIANA

**DEPARTMENT OF WORKFORCE
DEVELOPMENT**

Formal Communication

TO: WIB Directors

FROM: William R. Miller, Director, WIA Administration

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**Workforce Investment Act - Technical Assistance Bulletin
WIA-TAB 2003-005**

“Driver’s License as a Credential”

The issue covered by the technical assistance bulletin is whether obtaining a driver’s license equates to earning a credential. The Department of Workforce Development (DWD) provides guidance.

The definition of credential, as stated in TEGL 7-99, does not address drivers’ licenses:

“Credential: nationally recognized degree or certificate or State/locally recognized credential. Credentials include, but are not limited to:

- A high school diploma.
- A GED or other recognized equivalents,
- Post-secondary degrees/certificates,
- Recognized skill standards, and
- Licensure or industry-recognized certificates.

States should include all State Education Agency recognized credentials. In addition, States should work with WIBs to encourage certificates to recognize successful completion of the training services listed above that are designed to equip individuals to enter or re-enter employment, retain employment, or advance into better employment.”

Indiana Operator License:

An operator license gives a holder 18 years of age or older full driving privileges to operator most standard vehicles on Indiana roads. An operator license does not authorize the holder to operate a motorcycle. In addition, an operator license does not permit driving for hire or driving as an employee if the driver transports or carries property in

any vehicle, registered as having a gross vehicle rating of sixteen thousand (16,000) pounds or more, or transports people for hire as an employee.

Chauffeurs/Public Passenger Chauffeur/Commercial Drivers' Licenses:

A chauffeur's license grants the same privileges as an operator license (see above.) In addition, it also permits the operation of vehicles with a gross vehicle rating of at least sixteen thousand (16,000) but not more than twenty-six thousand (26,000) pounds (whether single vehicle or combined gross vehicle weight) when used to transport property for hire or as an employee. The chauffeur license does not authorize the holder to carry persons for hire, whether in a bus or a taxicab.

A public passenger chauffeur (PPC) license grants the privilege to transport persons for hire so long as the vehicle is not designed or used to transport sixteen (16) or more persons, including the driver. The most common applicants for the use of a PPC license are taxicab and limousine drivers.

A Commercial Driver's License (CDL) is required to operate a commercial motor vehicle. A commercial motor vehicle is defined as one of the following: 1) a vehicle (or combination of vehicles operated together; e.g. a semi tractor-trailer) with a declared gross vehicle weight rating in excess of 26,000 pounds; 2) a vehicle designed or used to transport sixteen (16) or more persons, including the driver; or 3) a vehicle used to transport hazardous materials. Requirements for a CDL are much greater than for any other license and are based upon stringent federal motor carrier safety regulations.

DWD Guidance

WIA Administration considers obtaining a Chauffeur License, Public Passenger Chauffeur License, or Commercial Driver License a credential (national or state recognized certificate) as long as it is a requirement (by federal and/or state law) for a specific job in which the participant will be employed. This clarification applies to new employment for which the workforce development system helped the participant obtain only. Also, all other requirements for counting a credential for performance standards purposes apply.

On the other hand, having an operator license is not necessarily a specific job requirement. The general requirement, by statement or inference, is having transportation, insurance, and a good driving record. State law does require drivers' license to operate certain motor vehicles. However, WIA Administration believes the job requirement is having reliable transportation, insurance, and a good driving record and not the license itself. **As such, obtaining an Indiana Operator License does not count as a credential for performance standards purposes. Also, all Motorcycle Operator Licenses or Endorsements, Motorboat Licenses, and Motorized Bicycle Licenses, Driver Education Learners' Permits, Validated Learners' Permits, Probationary Licenses, CDL Learners' Permits, and Motorcycle Operator Learners' Permits are also included under this prohibition.**

Also, in order to count the certification as a credential for adults and dislocated workers, the need for such a credential must be documented. For older youth, the need or desire for such a credential must be documented. The need or desire for the credential must be related to the occupational goal as a primary duty and/or required for the client getting and keeping the occupation. For example, a client has the goal for an occupation as a driver for UPS, obtaining a chauffeur license is a component of the occupation. On the other hand, a client having a goal for an occupation as an accountant, obtaining a chauffeur license is not a required component but one that is desired. For adults, dislocated workers, and older youth, all other programmatic and reporting credential requirements must also be met.

The clarification provided through this TAB may be changed with the implementation of the Common Measures. In which case, this TAB may no longer be effective.

WIA-TAB No.	Subject Matter
2003-000	Workforce Investment Act Technical Bulletins
2003-001	WIA Citizenship and Registration for Selective Services
2003-002	Intensive and Training Services
2003-003	Service Tiers & Partner Services
2003-004	Temporary Employee Eligibility
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